

## **Yellow Medicine County Board Meeting Minutes May 9, 2017**

Chairman Gary Johnson called this regular meeting of the Yellow Medicine County Board to order at 9:00 a.m. with Commissioners Ron Antony, John Berends, Glen Kack. Gary Johnson and Greg Renneke present. Also present were County Administrator Peg Heglund, Finance and Administration Deputy Ashley Soine and Granite Falls Advocate Tribune reporter Alex Sina.

### **Pledge of Allegiance**

**Approve Agenda 05-09-17-01** Motion by Commissioner Antony and seconded by Commissioner Berends to approve the agenda with the following additions: add discussion on irrigation system to Regular Agenda, add discussion of ditch hearings to Regular Agenda and add discussion of decals for county cars to Regular Agenda. Motion carried with all voting in favor.

**Consent Agenda 05-09-17-02** Motion by Commissioner Antony and seconded by Commissioner Berends to approve the consent agenda items as follows: April 25, 2017 County Board meeting minutes; consideration of permanent status; approve hiring of Roxanna Gutierrez as a full-time Correctional Officer/Dispatcher, her salary will be grade 12, step 1, her start date is May 10, 2017; approve hiring of Kaitlyn Zetah as a part-time, non-scheduled Correctional Officer/Dispatcher, her salary will be grade 12, step 1, her start date is May 12, 2017; approve hiring of Kyler Jelen as a part-time, non-scheduled Correctional Officer/Dispatcher, his salary will be grade 12, step 1, his start date is May 12, 2017; approve hiring of Nick Peterson as Seasonal Parks Maintenance, his salary will be grade 8, step 1, his start date is May 30, 2017; approve hiring of Wanda Brandt as part-time Assistant Custodian, her salary will be grade 6, step 3, her start date is May 10, 2017; approve Devann Knutson as a paid IT intern; approve Brooke Blue as an unpaid Victim Services intern; hiring of the following as part-time, non-scheduled Jury Attendants: Darlene Santjer, Stan Santjer, Diane Johnson, Curt Johnson, Connie Peterson and Doug Peterson, their salary is grade 5, step 1, their start date is TBD; resignation of Dave Christensen, Engineer Tech; additional appropriation request for the Land & Resource Management Department. Motion carried with all voting in favor.

### **Regular Agenda**

The board discussed adding decals to county cars. After some discussion, decals will be added to the Restorative Justice car, Attorney's Office car and the Government Center car.

### **Citizen Comments** None

**Commissioners' Report** Commissioner Kack reported on Area II/RCRCA and Adult Mental Health Local Advisory Committee. Commissioner Berends reported on Southern Prairie Community Care, Family Nurse Partnership and broadband meeting. Commissioner Antony reported on Emergency Communication Board, Chemical Health Coalition and 6W Community Corrections. Commissioner Renneke reported on Minnesota Machinery Museum. Commissioner Johnson reported on 6W Community Corrections, RDC, broadband meeting and Revolving Loan Fund.

Administrator Heglund's report included meetings attended, Justice Center update and discussion on bus garage in Canby. Administrator Heglund's report is included in the Board packet.

### **Regular Agenda (continued)**

The board discussed reserved parking spots at the Justice Center. The topic will be tabled until a future board meeting.

**STS Contract 05-09-17-03** DOC District Supervisor Brad Odegard and Sentence to Serve Crew Leader Mike Martin presented an updated STS contract. Motion by Commissioner Antony and seconded by Commissioner Berends to approve the Sentence to Serve Agreement effective July 1, 2017 to June 30, 2019 contingent on the state legislature approving inclusion of county inmates in their liability insurance program. Motion carried with all voting in favor.

**Approval of Disbursements/Review Auditor's Warrants 05-09-17-04** Motion by Commissioner Kack and seconded by Commissioner Berends to approve the commissioner warrants for the following amounts: \$27,627.09 Ditch Fund, \$87,519.53 Revenue Fund, \$22,981.72 Road & Bridge Fund, \$165,864.76 Human Services Fund; and acknowledged review of the Auditor's warrants. An itemized listing of all warrants over \$2,000 and an aggregate total for warrants under \$2,000 are published on the County website under the Finance & Administration Department Motion carried with all voting in favor.

The board recessed for break at 10:40 a.m.

The board reconvened at 11:00 a.m.

#### **Department/Program Updates**

Michelle Gatz, Veterans Service Officer, gave an update.

**Out of State Travel 05-09-17-05** Motion by Commissioner Antony and seconded by Commissioner Berends to approve out-of-state travel for Michelle Gatz, Veteran's Service Officer. Motion carried with all voting in favor.

**Statue Purchase 05-09-17-06** Motion by Commissioner Antony and seconded by Commissioner Kack to approve the purchase of two more statues for the Veteran's Memorial Plaza in the amount of \$7,000 which will come from the endowment fund reserved for maintenance and improvements to the Memorial. Motion carried with all voting in favor.

Connie Erickson, Assessor and Brian Rosenau, Deputy Assessor/Appraiser, gave an update.

**Approval of Disbursements 05-09-17-07** Motion by Commissioner Berends and seconded by Commissioner Kack to approve the additional commissioner warrant from Human Services in the amount of \$394.10 and the additional meal reimbursement list. Motion carried with all voting in favor.

Board members and staff from the Minnesota Machinery Museum gave an update. Board members and staff in attendance were Laurie Johnson, Tom Oftedahl, Bonnie Oftedahl, Adrian Olby and Vernon Ellingson.

**Minnesota Machinery Museum Roof 05-09-17-08** Motion by Commissioner Berends and seconded by Commissioner Johnson (passed the gavel to Vice Chair Antony) to table the approval of a possible new roof for the Minnesota Machinery Museum. Motion carried with all voting in favor.

#### **Regular Agenda (continued)**

**Irrigation System 05-09-17-09** Motion by Commissioner Berends and seconded by Commissioner Renneke to approve the addition and quote of an irrigation system at the Justice Center in the amount of \$14,600 to Greenscape Companies, Inc. Motion carried with Commissioner Berends, Renneke and Kack voting in favor and Commissioner Antony and Johnson voting against.

The Board recessed for lunch at 12:30 p.m.

The Board reconvened at 1:55 p.m.

The board discussed the scheduling of future ditch meetings. They directed Planning & Zoning/Ditch Administrator Chris Balfany to schedule County Ditch meetings on days when the full Board of Commissioners will be in attendance and then in the later afternoon. Joint Ditch meetings may be scheduled on Board days, but later in the afternoon.

**Elevator Maintenance 05-09-17-10** Motion by Commissioner Antony and seconded by Commissioner Kack to approve the quote from MEI in the amount of \$7,260/year for the maintenance of four county elevators. Motion carried with all voting in favor.

**Memorandum of Understanding 05-09-17-11** Andy Sander, Highway Engineer and Steve Schaub, Assistant Highway Engineer, presented a Memorandum of Understanding between Yellow Medicine County and the City of Echo, Minnesota for the reconstruction of CSAH 20 (2<sup>nd</sup> Ave.) in the City of Echo in 2017 and 2018. Motion by Commissioner Antony and seconded by Commissioner Berends to approve the Memorandum of Understanding as presented. Motion carried with all voting in favor.

**Nationwide Deferred Compensation Amendment 05-09-17-12** Motion by Commissioner Antony and seconded by Commissioner Berends to approve the Roth Contribution Amendment to the Deferred Compensation Plan with Nationwide. Motion carried with all voting in favor.

**Closed Session 05-09-17-13** Motion by Commissioner Berends and seconded by Commissioner Antony to close the meeting at 2:12 p.m. The meeting was closed under Minnesota Statute 13D.05 to discuss Administrator Heglund's performance evaluation. Those present were the County Board members, County Administrator Peggy Heglund and County Finance and Administration Deputy/Human Resources Coordinator Ashley Soine.

**Open Regular Meeting** Chairman Johnson re-opened the regular meeting at 2:55 p.m.

**Administrator Review 05-09-17-14** The Board summarized the closed meeting. Administrator Heglund met expectations on multiple categories including job skills, leadership, judgment and staff development. Also discussed were areas of improvement as well as goals for the upcoming year. Motion by Commissioner Berends and seconded by Commissioner Kack to approve the satisfactory performance review for Administrator Heglund. Motion carried with all voting in favor.

**Other Business** None

**Informational** None

**Review of Upcoming Meetings and Events** The Board reviewed upcoming meetings and events.

**Adjourn 05-09-17-15** Motion by Commissioner Antony and seconded by Commissioner Kack to adjourn at 2:56 p.m. Motion carried with all voting in favor.

Witness:

Attest:



Gary Johnson, Chair



Peggy Heglund, County Administrator